



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*REVISED 07-07-2015**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** July 2, 2015

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of July 6, 2015

### Jefferson County Fair July 8-12, 2015

<b>July 6, 2015 Monday</b>	Parks Committee	9:30 a.m.	Jefferson County Courthouse Rm 202
<b>July 7, 2015 Tuesday</b>	Highway Committee	8:00 a.m.	Highway Department 1425 Wisconsin Dr, Jefferson
	Aging & Disability Resource Center Advisory Committee	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
<b>July 8, 2015 Wednesday</b>	Fair Park Committee	2:00 p.m.	Outside Front Fair Gate Puerner Street
<b>July 9, 2015 Thursday</b>	<b>*Human Resources Committee</b>	<b>8:00 a.m.</b>	<b>Jefferson County Courthouse Rm 112</b>
	Child Death Review Team (CDRT)	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Finance Committee	8:30 a.m.	Jefferson County Courthouse Rm 112
	<b>*Infrastructure Committee (Agenda revised)</b>	<b>10:30 a.m.</b>	<b>Jefferson County Courthouse Rm 112</b>
	Zoning Board of Adjustment – Site Inspections	9:30 a.m.	Jefferson County Courthouse Rm 203
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse Rm 205
	Fair Park Committee	2:00 p.m.	Outside Front Fair Gate Puerner Street
<b>July 10, 2015 Friday</b>	Task Force on County Organization & Operations	8:30 a.m.	Jefferson County Courthouse Rm 202
	<b>*WI River Rail Transit Commission (Agenda added)</b>	<b>10:00 a.m.</b>	<b>Dane County Highway Garage 2302 Fish Hatchery Rd, Madison</b>
	Fair Park Committee	2:00 p.m.	Outside Front Fair Gate Puerner Street
<b>July 11, 2015 Saturday</b>	Fair Park Committee	2:00 p.m.	Outside Front Fair Gate Puerner Street
<b>July 12, 2015 Sunday</b>	Fair Park Committee	2:00 p.m.	Outside Front Fair Gate Puerner Street

**AGENDA**  
**JEFFERSON COUNTY PARKS COMMITTEE**  
**Jefferson County Courthouse**  
**311 South Center Avenue, Rm 202**  
**Jefferson WI 53549**  
**July 6, 2015 @ 9:30 a.m.**

Committee: Augie Tietz – Chairman, Mike Kelly – Vice Chair, Matt Foelker – Secretary, Walt Christensen, Laura Payne

1. Call to Order
2. Roll Call
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of the May 29, 2015 and June 8, 2015 Meeting Minutes
7. Communications
  - a. Thank You from Austin Messerschmidt
  - b. Mountain Bike Park Plan Eyed – Daily Jefferson County Union
  - c. Email from Jennifer Hamann regarding Jefferson County Dog Park
  - d. Natural Resources Summer School Class Fishing @ Rock River Park
  - e. Clearing a Watertrail – Friends of Glacial Heritage Area – Daily Jefferson County Union – Jefferson County LIVING
  - f. Husky Huddle Malamute Mingle – Daily Jefferson County Union
  - g. Shelter reservations June 12 – June 14
  - h. Shelter reservations June 23 – June 30
  - i. Understanding Dog Body Language – Daily Jefferson County Union – Jefferson County LIVING
  - j. Email from Clare Carlson – Coming Events of GHA
  - k. Letter and donation from Kathleen Gallagher
  - l. “Picnics are One of The More Popular Activities in the Parks. It has Always Been That Way” Joe Nehmer – Dine in Dine Out
  - m. Surveying Koshkonong Area’s Sacred Grounds – The Edgerton Reporter
  - n. Four on the Floor Workshop at Dog Park – Daily Jefferson County Union
  - o. Ride the River – Jefferson County Living
  - p. Paddle Down the Bark River July 11 – Daily Jefferson County Union
  - q. Fun Family Float – Daily Jefferson County Union
  - r. Camp Close to Home This Summer – Jefferson County Living
  - s. Campsites Available at Dorothy Carnes Park
8. Discussion and Possible Action on 2016 Park Fees
  - a. Dog Park Tag Fees
  - b. Park Shelter Rental Fees
9. Discussion and Possible Action on Holzhuetter Park Implementation Plan
10. Update on WI DNR Grant Payment Request for Jefferson County Snowmobile Trail Maintenance 2014-2015
11. Update on Proposal(s) for Mountain Biking at Human Services
12. Update on Watertown Outboarders Property
13. Update on Glacial Heritage Area (GHA) Project – Greg Matthews
14. Update on Fundraising for Interurban Trail
15. Update on 2015 Parks Department Budget (May)
16. Set next meeting date August 3, 2015 @ 9:30am and possible agenda items.
17. Adjourn

**The Committee may discuss and/or take action on any item specifically listed on the agenda. Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101, 24 hours prior to the meeting, so appropriate arrangements can be made.**



## Agenda

# Jefferson County Highway Committee Meeting

Tuesday, July 7, 2015

8:00 a.m.

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

**Committee Members:** George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Carlton Zentner, Ron Buchanan

**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from June 2, 2015 Highway Committee meeting
7. Communications
8. Old Business    a. None
9. New Business    a. Discuss construction projects progress and schedule  
                              b. Review land parcels for potential purchase in southeast area of county  
                              c. Review monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – August 4, 2015
13. Adjourn

*Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."*



**Aging & Disability Resource Center Advisory Committee**

Jefferson County Human Services Department  
**Health/Human Services Conference Room**  
1541 Annex Road  
Jefferson, WI 53549

Tuesday, July 7, 2015  
1:00 PM

**Committee Members:** Carol Battenberg, Ellen Haines, Dan Krause, Russell Kutz, Marcia Bare, Carolyn Niebler, Earlene Ronk, Darlene Schaefer & Connie Stengel

1. Call to Order
2. Roll Call & Introduction of New Members
3. Certification of Compliance with Open Meetings Law
4. Review Agenda
5. Public Comment
6. Approval of 5/5/2015 Minutes
7. Communications
8. ADRC Report
9. Presentation on Evidence Based Prevention Programs by Lee Clay, RN, Preventative Health Services
10. 2016-2018 Aging Unit Plan Development
  - Review & Update Mission Statement
  - Review & Discuss Compliance in Membership Terms
  - Review & Discuss Plan Context
  - Review & Discuss Goals
    - Involvement of Older People in Planning
    - Senior Dining
    - Healthy Aging
11. Set next meeting date and possible agenda items: August 4, 2015
12. Adjourn

**Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.**

**The Committee may discuss and/or take action on any item specifically listed on the agenda**

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made**

**Fair Park  
Committee Members:**

**FAIR PARK COMMITTEE  
MEETING AGENDA**

**July 8-12, 2015**

**2:00 p.m.**

**Blane Poulson, Chair**

**Matthew Foelker, Vice Chair**

**Jennifer Hanneman,  
Secretary**

**Al Counsell**

**Russell Kutz**

**Jefferson County Fair Park  
Corner Puerner & Jackson Avenue – Outside Walk-In Gate  
503 N. Jackson Avenue  
Jefferson, WI 53549**

1. Call to Order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law  
Requirements
4. Public Comment
5. Discussion and possible action regarding any issue that  
needs to be addressed
6. Adjourn

**On any one day during the Jefferson County Fair, a quorum may be present. The Committee may discuss and/or take action on any item specially listed on the agenda.**

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made

**Agenda**  
**Human Resources Committee**  
**Jefferson County Courthouse**  
**311 S Center Ave, Room 112**  
**Jefferson, WI 53549**

**July 9, 2015 @ 8:00 a.m.**

Committee Members: James Braughler, Chair; Jim Mode, Vice-Chair; Greg David, Secretary; Paul Babcock; and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments - Members of the Public who wish to address the Committee on specific agenda items must register their request at this time
6. Communications
7. Approval of June 16, 2015 minutes
8. Consideration and recommendation to eliminate the vacant full-time Deputy Register in Probate/Lead Juvenile Clerk and create a full-time Register in Probate/Attorney position
9. Set next meeting date and agenda
10. Adjournment

**Next scheduled meeting: July 21, 2015 @ 8:30am.**

The Committee may discuss and/or take action on any item specifically listed on the agenda

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**



## **Jefferson County Health Department**

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

Jefferson County Child Death Review Team (CDRT)

Thursday July 9, 2015 at 8:30 AM

UW Extension room 12, 864 Collins Rd Jefferson

### **MEETING AGENDA**

#### **I Call to order**

#### **II Open session**

- A. Introduction of any new members
- B. Approval of minutes from April 9, 2015 CDR meeting
- C. Discussion of confidentiality and signing of agreement
- D. Updates on local SUIDI / doll re-enactment training- September 10<sup>th</sup> at UW Ext room 8&9.
- E. Present new 4.0 version of Case Reporting tool and discuss use for future reports.
- F. Motion to move into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to Wis. Stat 19.85(1)(d)(considering strategy for crime detection or prevention); Wis. Stat 19.85(1)(f)(considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations); Wis. Stat 48.981(7)(limiting public disclosure of child-specific information disclosed to child death review team); Wis. Stat 146.82(2)(b)(restricting re-disclosure of medical information contained in records obtained pursuant to law); Wis. Stat 48.78(2)(a)(restricting re-disclosure of information in records of child protective agency); and Wis. Stat 48.396 (limiting disclosure of law enforcement records of children).

#### **III. Closed session**

- A. Discussion relating to 4 unexpected deaths of young adults up to age 25
- B. Motion to return to open session

#### **IV. Reconvene open session**

- A. Next meeting dates for 2015- October 8<sup>th</sup>, 2015
  - B. Adjourn
-

**Finance Committee Agenda**  
**Jefferson County**  
Jefferson County Courthouse  
311 S. Center Avenue  
Room 112  
Jefferson, WI 53549

Date: Thursday, July 9, 2015

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the agenda
5. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of Finance Committee minutes for June 9, 2015
7. Communication
8. Discussion and possible action on approval for out of state travel for four (4) Human Services employees that is grant funded
9. Discussion and possible action on resolution disallowing a claim received by Jefferson County for damages
10. Discussion and possible action on resolution for budget amendment for rebate on P-cards and purchase of Administration vehicle
11. Monthly Financial Report for May 2015-Finance Department
12. Monthly Financial Report for May 2015-County Clerk
13. Monthly Financial Report for May 2015-Treasurer
14. Monthly Financial Report for May 2015-Child Support
15. Discussion of funding for projects related to the new Highway Facilities
16. Review and discussion on 2015 projections of budget vs. actual
17. Discussion on the 2016 Budget
18. Discussion and possible action on the Fund Balance Policy
19. Update and discussion on State Budget
20. Update on contingency fund balance
21. Set future meeting schedule, next meeting date, and possible agenda items
22. Payment of invoices
23. Adjourn

Next scheduled meetings:

Thursday, August 13, 2015 Regular Meeting
Monday, September 14, 2015 Regular and Budget Meeting
Wednesday, September 16, 2015 Budget Meeting
Thursday, September 17, 2015 Budget Meeting
Friday, September 18, 2015 Budget Meeting
Thursday, October 8, 2015 Regular Meeting
Thursday, November 12, 2015 Regular Meeting

All meetings are scheduled to begin at 8:30 am in Room 112 unless otherwise noted.

*The Committee may discuss and/or take action on any item specifically listed on the agenda.*

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***

# Infrastructure Committee

## AGENDA

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson WI 53549

**\*REVISED 07-02-2015**

**\*Thursday, July 9, 2015**

10:30 a.m.

### Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly - Secretary, Russell Kutz - Vice Chair

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment  
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the June 3, 2015 Infrastructure Committee meeting minutes
7. Communications
8. Update on old highway facility
9. Update on punch list for the new highway facility
10. \*Update on **Highway** Satellite Shops
11. \*Discussion and possible action on a professional service contract with FacilityDude software application **for maintenance, repair & improvement of county buildings**
12. \*Discussion and possible action on courthouse parking lot **repair & improvements**
13. Discussion and possible action on Task Force Assignments
14. Discussion and possible action on fee structure for the use of conference rooms
15. Discussion and possible action on demolition of property located at 211 E. Washington Street, Jefferson
16. Central Services Financial Report (May)
17. MIS Financial Report (May)
18. Potential items for the Committee's next meeting
19. Set next meeting date (August 5, 2015)
20. Adjourn

All meetings in Room 112 at 9:00 a.m. unless noted

The Committee may discuss and/or take action on any item specifically listed on the agenda

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.***

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Janet Sayre Hoeft, Chair; Dale Weis, Vice-Chair; Don Carroll, Secretary;  
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

**PUBLIC HEARING** *BEGINS AT 1:00 P.M. ON JULY 9, 2015 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

**CALL TO ORDER FOR BOARD MEMBERS** *IS AT 9:30 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

**SITE INSPECTION FOR BOARD MEMBERS** *LEAVES AT 10:00 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 9:30 a.m.*
2. *Roll Call*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Review of Agenda*
5. *Approval of June 11, 2015 Meeting Minutes*
6. *Communications*
7. *Discuss County Procedure When Placing Petitions on the Agenda in Regard to Town Decisions*
8. *Site Inspections – Beginning at 10:00 a.m. and Leaving from Room 203*
  - V1462-15 – John & Allie Simon Trust, N7018 County Road E, Town of Concord*
  - V1464-15 – Steve Homann/Marion Homann Property, N7379 State Road 89, Town of Lake Mills*
  - AP1465-15 – Barb Nahmens Trust/Suzanne Chadwick Trust Property, W6393 County Road A, Town of Milford*
  - V1463-15 – Douglas Behm/Douglas & Jerome Behm Property, N7506 Airport Road, Town of Waterloo*
9. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
10. *Explanation of Process by Board of Adjustment Chair*

**NOTICE OF PUBLIC HEARING  
JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT**

**NOTICE IS HEREBY GIVEN** that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, July 9, 2015 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance and an appeal of a decision of the Jefferson County Planning and Zoning Committee. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; decisions shall be rendered after public hearing on the following:

**V1462-15 – John & Allie Simon Trust:** Variance from Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance to temporarily allow two principal dwelling structures in an A-1, Exclusive Agricultural zone at **N7018 County Road E** in the Town of Concord. The site is on PINs 006-0716-0432-000 (32.5 Acres) and 006-0716-0541-001 (8.5 Acres).

**V1463-15 – Douglas Behm/Douglas & Jerome Behm Property:** Variance from Sec. 11.04(f)6 to reduce A-1 zone minimum lot width for detached garage construction at **N7506 Airport Rd.** The site is on PIN 030-0813-3224-001 (0.715 Acres) in the Town of Waterloo.

**V1464-15 – Steven Homann/Marion Homann Property:** Variance from Sec. 11.05(c)11 to sanction excavation within 50 feet of a property line **near N7379 State Road 89.** The site is comprised of PINs 018-0713-0124-000 (28.33 Acres), 018-0713-0113 (30 Acres) and 018-0713-0112-000 (42.38 Acres) in the Town of Lake Mills.

**AP1465-15 – Barb Nahmens/Suzanne Chadwick Trust Property:** Appeal of the Planning and Zoning Committee's denial of CU1819-15, a request to sanction multiple dwelling units in a Community zone at W6393 County A in the Town of Milford on PIN 020-0714-0431-010 (1.12 Acres).

**11. Decisions on Above Petitions**

**12. Adjourn**

**If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

The Board may discuss and/or take action on any item specifically listed on the agenda.

#### **JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT**

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

*A digital recording of the meeting will be available in the Zoning Department upon request.*

# **AGENDA**

## **Task Force on County Operations & Organization**

Jefferson County Courthouse  
311 S. Center Avenue, Room 202  
Jefferson, WI 53549

July 10, 2015 – 8:30 a.m.

### **Members**

Kathi Cauley, Jennifer Hanneman-Chair, Sue Happ, George Jaeckel, Ron Krueger, Russell Kutz-Vice Chair, Steve Nass, Joe Nehmer, Timothy Smith-Secretary

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meeting Law Requirements
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Communications
7. Approval of June 17, 2015 Task Force meeting minutes
8. Presentation “Historical Growth Patterns in the County” (Rob, Genevieve, Andy)
9. Identify what further analysis the Task Force needs to consider when making their recommendations
10. Discussion and follow-up on Action Plan way ahead
11. Discussion and possible action on how to organize and prepare the final report from the Task Force
12. Discuss scheduling topics for future agendas
13. Tentative Future Meeting and Agenda Items (July 24, 2015, 9:30 a.m. Courthouse Room 202)
14. Adjourn

The Committee may discuss and/or take action on any items specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website [www.wrrtc.org](http://www.wrrtc.org)

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, July 10, 2015 Agenda  
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons  
FROM: Mary Penn, WRRTC Administrator

## Wisconsin River Rail Transit Commission Meeting Friday, July 10<sup>th</sup>, 2015 @ 10 AM Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

### *WRRTC's Schedule of Meetings:*

2015	
January 9	XComm Meeting
<b>February 6</b>	<b>Full Commission Meeting</b>
March 6	XComm Meeting
April 10	XComm Meeting
May 8	Commission Meeting
June 5	Commission Meeting
July 10	Commission Meeting
August 7	Commission Meeting
September 11*	Commission Meeting
October 9	Commission Meeting
November 6	Commission Meeting
December 4	Commission Meeting

**NOTE:** The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

In the event of inclement weather and the possibility of meeting cancellation, contact Mary Penn at 608-342-1637, no later than the 24 hours before a meeting.

**NOTICE is sent to:** County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.  
*Thank you for your interest and assistance.*

*To learn more about WRRTC, please visit our website at [www.wrrtc.org](http://www.wrrtc.org)*

# Wisconsin River Rail Transit Commission

WRRTC Meeting - Friday, July 10<sup>th</sup>, 2015 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

*10 minutes estimated | Action Items*

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Mary Penn
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
4. Action Item. **Approval of Agenda** – Prepared by Penn
5. Action Item. **Approval of draft June Meeting Minutes**– Prepared by Penn
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Correspondence & Communications** – Discussion may be limited by the Chair
8. Updates. **Announcements by Commissioners** – No Discussion Permitted

## REPORTS & COMMISSION BUSINESS

*10 minutes estimated | Update & Possible Action*

9. **WRRTC Financial Report** – Gene Gray, WRRTC Treasurer
  - Treasurer's Report for July and Payment of Bills

*10 minutes estimated | Update*

10. **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR
  - Update on Monthly Maintenance Activities
  - Update on Capital Projects
  - Update on Business Development
  - Other Continuing Issues/ Topics

*10 minutes estimated | Update*

11. **WDOT Report**–Kim Tollers, WDOT

*5 minutes estimated | Update*

12. **WRRTC Administrator's Report** – Mary Penn, WRRTC Admin.

*10 minutes estimated / Discussion & Possible Action*

13. **Discussion and possible action on Application for moving an At-Grade Private Rail Crossing from Milepost 152.46 (DOT # 178075T) to Milepost 152.285 for James S. Mulcahy Family Trust and Jean A. Mulcahy Survivors Trust, 6651 Mulcahy Rd., Dane, WI – James and Jean Mulcahy**

*5 minutes estimated / Discussion & Possible Action*

14. **Discussion and possible action on utility permit process** – Mary Penn, WRRTC Admin.
15. Action Item. **Adjournment**